

Dear Applicant:

NOAA and the State of Michigan are in the process re-electing five new seats to the Sanctuary Advisory Council for the Thunder Bay National Marine Sanctuary and Underwater Preserve (Sanctuary & Preserve). The Council provides advice and recommendations on management of the Sanctuary & Preserve to the sanctuary manager and the Joint Management Committee (a state/federal body to oversee major policy, management and budget issues). Beginning immediately, we will accept applications for the tourism, diving, education (K-12), maritime history /interpretation and citizen-at-large seats.

The Sanctuary & Preserve Advisory Council was established pursuant to federal National Marine Sanctuaries Act to ensure continued public participation in management of the Sanctuary/Preserve. As equal partners in management of the Sanctuary/Preserve, NOAA and the State of Michigan will mutually agree upon the members of the Council.

Enclosed is the Sanctuary Advisory Council application kit, which includes a copy of the Charter for the Council, an application form, a description of the role of each seat up for appointment on the Council, as well as information about the Sanctuary & Preserve and the National Marine Sanctuary System. Council terms are staggered to avoid mass replacements and retain some "institutional memory" within the Council. The length of each seat's term is noted in the enclosed Seat Composition list; all terms are two years for the seats to be appointed.

**Please send your completed application to: Thunder Bay National Marine Sanctuary and Underwater Preserve/NOAA, 145 Water Street Alpena, Michigan 49707. Applications must be received at the above address by June 5.** Applications will be reviewed by both NOAA and the State of Michigan. A member and an alternate will be selected for each seat. All applicants will be notified of their selected or non-selected status.

If you have any questions concerning the Council feel free to contact Jeff Gray (989) 356-8805 ext. 12 or John Halsey at (517) 373-6358.

Sincerely,

Jeff Gray  
Manager  
Thunder Bay National Marine Sanctuary  
and Underwater Preserve

John Halsey  
Archaeologist  
State of Michigan

Enclosures

**Thunder Bay  
National Marine Sanctuary**

# and Underwater Preserve



## Sanctuary Advisory Council Application Packet

## **Sanctuary Advisory Council Application Packet Index**

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- 5.** Sanctuary Advisory Council application (return application in envelope provided)
- 6.** Thunder Bay National Marine Sanctuary and Underwater Preserve brochure
- 7.** Stamped and addressed envelope for the return of the application

## # 2

### Sanctuary Advisory Council Seat Composition and Term Lengths

- Alpena County Board of Commissioners (no term limit)
- Alpena City Council (no term limit)
- Alpena Township Board of Trustees (no term limit)
- Sanborn Township Board of Trustees (no term limit)
- Thunder Bay Underwater Preserve Council (no term limit)
- Recreation (3 year term)
- **Tourism (2 year term)**
- Business/Economic development (3 year term)
- Fishing--recreational, charter and/or commercial (3 year term)
- **Diving (2 year term)**
- **Education--elementary, junior high, high school (2 year term)**
- Education--higher education (3 year term)
- **Maritime history and interpretation (2 year term)**
- **Citizen-At-Large (2 year term)**
- Citizen-At-Large (3 year term)

**BOLD INDICATES SEATS UP FOR CHANGE IN 2003**

Ex-officio members (non-voting, no term limits):

- State of Michigan
- National Oceanic and Atmospheric Administration (NOAA)

## **# 3**

### **Roles of the Sanctuary Advisory Council Seats**

**The descriptions below were developed to help potential applicants understand what would be expected of them if they are chosen for a seat on the Advisory Council and to help NOAA and the State of Michigan select the best possible candidates.**

#### **All Seats**

- Ability and willingness to communicate with the spectrum of users or stakeholders the seat represents;
- Understanding of the links between the constituents and/or the uses the seat represents and the Sanctuary resources;
- Commitment and availability to attend 6 Advisory Council meetings annually; and
- Opportunity to chair or participate in Advisory Council working groups or subcommittees;

#### **Tourism**

- Familiarity and affiliation with the travel/tourism industry in communities near the Sanctuary/Preserve;

#### **Diving (recreational or commercial)**

- Affiliation with individual divers, diving organizations, dive charters, and other dive businesses within the Sanctuary/Preserve region; and
- Breadth of experience and knowledge regarding diving law, safety, and practices within the Sanctuary/Preserve region;

#### **Education--elementary, junior high, high school**

- Affiliation with elementary, junior high, or high school educational institutions or organizations in the Sanctuary/Preserve region; and
- Direct experience with Great Lakes education programs;

#### **Maritime history and interpretation**

- Affiliation with maritime history, underwater cultural resources/archeology or similar institutions or organizations active in the Sanctuary/Preserve region; and
- Direct experience with Great Lakes maritime history, underwater cultural resources/archaeology or similar programs;

## **Citizen-At-Large**

- Familiarity with communities close to the Sanctuary/Preserve;
- Experience and/or knowledge regarding Great Lakes maritime heritage, particularly underwater cultural resource in the Sanctuary/Preserve region;
- Experience and/or knowledge regarding public uses and activities within the Sanctuary/Preserve region; and
- Freedom to express views and cast votes without consideration of any expectations held by an employer or other organization with which the member is affiliated.

# **THUNDER BAY NATIONAL MARINE SANCTUARY and UNDERWATER PRESERVE ADVISORY COUNCIL CHARTER**

## **INTRODUCTION**

A marine sanctuary is an area of the marine or Great Lakes environment of special national, and sometimes international, significance warranting protection and management by the government. As a steward of coastal and ocean resources, the National Oceanic and Atmospheric Administration (NOAA) protects and manages Sanctuaries through the National Marine Sanctuary System (NMSS). The mission of the NMSS is to comprehensively protect and manage marine or Great Lakes areas of special national significance to protect their ecological and/or cultural integrity for the benefit of current and future generations. NOAA uses ecologically and archaeologically sound principles of resource conservation, and develops and implements stewardship, education, and research programs that foster public understanding, support, and participation. Use of sanctuary resources must be consistent with the primary objective of the program, which is resource protection.

Goals of the NMSS are:

- to enhance resource protection through comprehensive and coordinated conservation and management tailored to the specific resources that complement existing regulatory authorities;
- to support, promote, and coordinate scientific research on, and monitoring of, Sanctuary resources to improve management decision-making in the Sanctuary;
- to enhance public awareness, understanding, and wise use of the marine or Great Lakes resources; and
- to facilitate to the extent compatible with the primary objective of resource protection, multiple uses of the Sanctuary not prohibited pursuant to other authorities.

In October 2000, the Thunder Bay National Marine Sanctuary and Underwater Preserve was designated as the nation's first freshwater sanctuary. The Sanctuary is located in Thunder Bay in northern Lake Huron, off the coast of Alpena, Michigan. The 448-square-mile Thunder Bay National Marine Sanctuary and Underwater Preserve (Sanctuary/Preserve) protects a nationally significant collection of an estimated 116 shipwrecks. This collection spans over a century of Great Lakes shipping history, reflecting transitions in ship architecture and construction, from wooden schooners to steel-hulled steamers and freighters. These underwater cultural resources tell the stories of Great Lakes maritime history and commerce, its immigrants and natives, its earliest explorations and the fur trade, westward expansion in the 1800s and modern day lake trade.

As equal management partners, NOAA and the State of Michigan will:

- Protect Thunder Bay's underwater cultural resources:

- Develop educational projects focused on Great Lake's maritime heritage;
- Conduct research to further identify and interpret the area's shipwrecks, and;
- Promote recreational use of the resources consistent with their protection.

## **National Marine Sanctuary System Sanctuary Advisory Council Policy Statement**

The National Marine Sanctuary System (NMSS) regards the involvement of communities and the development of a stewardship ethic as vitally important to successfully conserve sanctuary resources. One key way to achieve this involvement is the formation of Sanctuary Advisory Councils.

Sanctuary Advisory Councils are formed of members from the community to provide advice to the Sanctuary Manager on the management and protection of the sanctuary, or to assist the NMSS in guiding a proposed site through the designation process.

The NMSS is committed to the full support, utilization, and enhancement of Councils at all sanctuaries. In order for Councils to achieve their full potential, the NMSS will:

- At each site, provide sufficient support to allow Councils to operate efficiently and effectively;
- Provide support and guidance from the national office to help Councils operate efficiently and at a basic level of consistency across the system;
- Promote coordination and communication among Councils and among sanctuary staff that work closely with Councils; and
- Develop training programs appropriate to Council officers and members, and Sanctuary Managers and staff.

## **ESTABLISHMENT AND AUTHORITY**

Section 315 of the National Marine Sanctuaries Act (NMSA or Act; 16 U.S.C. § 1445a) authorizes the Secretary of Commerce to establish Sanctuary Advisory Councils to provide advice to the Secretary of Commerce regarding the designation and management of National Marine Sanctuaries. This authority has been delegated to the Director of the Office of National Marine Sanctuaries. The Director hereby establishes the Thunder Bay National Marine Sanctuary and Underwater Preserve Advisory Council (Council or Advisory Council). NOAA and the State of Michigan will mutually agree upon the individuals who will serve on the Council.

This Charter describes the objectives and roles of the Council's activities, procedural requirements on the appointment of Council members and officers, requirements for the conduct of Council members and meetings, and other requirements. All Council activities must be conducted pursuant to this Charter.

## **OBJECTIVES AND ROLES**



1. The Council, in accordance with the Act, the regulations and the MOU between NOAA and the State of Michigan, shall provide advice to the Sanctuary/Preserve Manager and the Joint Management Committee (JMC) (pursuant to 15 CFR part 922.192) regarding the management of the Thunder Bay National Marine Sanctuary and Underwater Preserve.
2. The Council shall draw on the expertise of its members and other sources in order to provide advice.
3. Council members shall serve as liaisons between their constituents and/or communities and the Sanctuary/Preserve, keeping the Sanctuary/Preserve staff informed of issues and concerns, as well as performing outreach to their respective communities on the Sanctuary/Preserve's behalf.
4. The Council may serve as a forum for consultation and deliberation among its members and as a source of consensus advice to the Sanctuary/Preserve Manager and JMC. Such consensus advice shall fairly represent the collective and individual views of the Council members and their constituencies. In formulating such consensus advice, the Council members shall be mindful that the primary objective of the Sanctuary/Preserve and the Act is underwater cultural resource protection.
5. The Council may serve as an initial forum for dispute resolution between the Sanctuary/Preserve and local users and/or stakeholders.
6. The Council is established to provide advice to the Sanctuary/Preserve Manager and JMC regarding the management of the Sanctuary/Preserve. This does not constitute the authority to perform operational or management functions, or to make decisions on behalf of the Sanctuary/Preserve.

## **MEMBERS, ALTERNATES, AND OFFICERS**

1. The Council shall consist of no more than 15 voting members, who shall be appointed by the Director from among persons employed by Federal, State, or local agencies, representatives of local user groups, public interest organizations, scientific and educational organizations, and members of the public interested in the protection and multiple use management of Sanctuary/Preserve resources. NOAA and the State will mutually agree upon the individuals who will serve on the Council. The membership is designed to be balanced in terms of points of view represented, and advisory functions the Council will perform.
2. The Sanctuary/Preserve Manager, the State of Michigan and the Chippewa-Ottawa Resource Authority may sit on the Council as non-voting members.
3. The Sanctuary/Preserve Manager shall work with the Chair in scheduling each meeting and approving the agenda to ensure that topics of discussion are relevant to the Sanctuary/Preserve. Council meetings shall not be conducted in the absence of the Sanctuary/Preserve Manager or his/her designee.
4. There are two categories of seats for which voting members are appointed. The following procedures shall govern the application, nomination and appointment of Council voting members.

(a) (i) **Governmental (five members).** By virtue of the shared functional responsibilities of Federal, State, and local jurisdictions in the implementation of Sanctuary-related management, each of the following government entities shall be requested to designate one individual to serve on the Council. The Thunder Bay Underwater Preserve Council is also included in this category.

Alpena County Board of Commissioners

Alpena City Council

Alpena Township Board of Trustees

Sanborn Township Board of Trustees

Thunder Bay Underwater Preserve Council

(ii) If a government entity decides no longer to participate as a member of the Council, or fails to attend three consecutive Council meetings and is formally removed by the Director, the Sanctuary/Preserve Manager, with the approval of the Director, may invite either another appropriate government agency or another interest to replace that entity on the Council. NOAA and the State will mutually agree upon the removal of any Council members and/or the appointment of another government entity or a new interest.

(iii) If it is found that a governmental member of the Council has violated one or more of the terms of this Charter, the Sanctuary/Preserve Manager may recommend to the Director that the appropriate agency be notified and requested to replace the representative. NOAA and the State will mutually agree upon the removal of any Council members and/or government entity. NOAA and the State may consult with the Council prior to taking such action.

(b)(i) **Non-governmental (ten members).** A representative of each of the following interests, which are integrally affected by the management goals of the Sanctuary, shall be selected:

Recreation

Tourism

Business/Economic Development

Fishing (recreational, charter and/or commercial)

Diving

Education (elementary, junior high, high school)

Education (higher education)

Maritime History & Interpretation

Citizen-At-Large

## Citizen-At-Large

The non-governmental members are appointed for a term of two or three years, and may compete for re-appointment. If necessary, subsequent terms of appointment may be changed to provide for more balanced (staggered) expiration dates. If a Council member vacates a seat before his/her term is up, the alternate will serve out the remainder of the term. Should a non-governmental seat become vacant once a term expires, the vacated position shall be advertised and a replacement appointed as specified below. The newly appointed member shall serve for a full term beginning on the date of his/her swearing-in by the Sanctuary/Preserve Manager.

(ii) Members serve at the discretion of the Director and the State of Michigan. NOAA and the State mutually agree upon the selection and/or removal of any Council member or government entity. The Sanctuary/Preserve Manager may recommend to the Director the removal of a non-governmental member of the Council if that member has violated one or more terms of the Charter or on any the following grounds:

- Is convicted of any felony offense;
- Is found to have violated any of the following laws or regulations promulgated thereunder: the National Marine Sanctuaries Act, the National Historic Preservation Act, Marine Mammal Protection Act, Migratory Bird Treaty Act, Endangered Species Act, Magnuson-Stevens Fishery Conservation and Management Act, or another law for which NOAA or the State has jurisdictional responsibility;
- Is determined to have abused his or her position as a member of the SAC (including but not limited to use of SAC information for personal gain; use of SAC position to advance a personal agenda or harm another member of the SAC or of the community; misrepresentation of, or spreading misinformation about the Council or the Sanctuary; and refusal to recuse himself or herself if so requested by the Sanctuary/Preserve Manager and/or Chair in a matter in which the member has a conflict of interest);
- Has a change to the professional affiliation(s) and/or personal circumstances that comprise a significant portion of that member's qualifications for being a member of the SAC;
- Misses three consecutive meetings without reasonable justification;
- Disrupts on more than one occasion Council meetings in a manner that interferes with the Council conducting its business; or
- violates any other term of this Charter.

NOAA and the State may consult with the Council prior to removing a Council member.

5. An alternate (from the same government entity) of a governmental Council member may attend a Council meeting on occasion if the Chair and Sanctuary/Preserve Manager are notified in advance of any meeting at which an alternate will represent the Council member, including the name, address, and position of the individual designated. An alternate shall not name another alternate.

6. If a Council member vacates a non-governmental seat before his/her term is up, the alternate will serve out the remainder of the term. Should a non-governmental seat become vacant once a term expires, the vacated position shall be advertised and a replacement appointed as specified below. As each non-governmental seat becomes vacant and the process for selection of a new member (described under Appointments) is conducted, the Sanctuary/Preserve Manager shall recommend to the Director the member and an alternate. NOAA and the State will mutually agree upon the individuals who will serve on the Council. The alternate shall have all the rights of the member at such times the alternate is officially substituting for the member. The Chair and the Sanctuary/Preserve Manager shall be notified by the member before an alternate officially attends a meeting.

## 7.(a) Council Officer Elections and Terms

The Council shall elect one member to serve as Chair, one member to serve as Vice-Chair, and one member to serve as Council Secretary. The Vice-Chair shall act as Chair in the absence of the Chair. The term of the Council Secretary is one year. The Council Secretary may serve consecutive terms if reelected. Terms of the Chair and Vice-Chair are two years, except that the initial term of the Vice-Chair is one year. The Chair and Vice-Chair may serve a maximum of two consecutive terms (four years) if reelected. A Chair or Vice-Chair may leave his/her term to run for another Council officer position if desired. If the Chair or Vice-Chair is elected to a new position, the Council shall nominate and elect a new representative for the vacated position.

Election for all positions is by majority vote of all Council members, including the non-voting members, and votes shall be made by written ballot. Members who will not be present at the time of the election may submit their vote in writing to the Sanctuary/Preserve Manager prior to the meeting. Following the first election, elections for Chair and Vice-Chair shall be held in alternate years.

### (b) Roles of Council Officers:

(i) Chair: With the concurrence of the Sanctuary/Preserve Manager, the Chair schedules and sets agendas for all Council meetings. The Chair, in consultation with the Council as a whole and in concurrence with the Sanctuary/Preserve Manager, may establish working groups and subcommittees of the Council and appoint their Chairs (see page 9 for further discussion). The Chair presides over all meetings of the full Council and ensures that meetings are run according to accepted meeting practices, signs all correspondence and documents authorized by the Council, and generally represents the Council's interests and concerns to the public.

(ii) Vice-Chair: The Vice-Chair serves as Chair in the absence of the Chair and assists as necessary in performing executive duties of the Council.

(iii) Council Secretary: The Council Secretary assists Sanctuary/Preserve staff in performing administrative duties as directed by the Chair or Vice-Chair.

## **APPOINTMENTS**

Public notice shall be provided as to the vacancy of constituent group seat(s) and at-large representatives. Applications for ensuing terms for vacant seats shall be submitted to the Sanctuary/Preserve Manager who shall then forward copies to the JMC. Copies of all applications and nominations for each seat may be submitted by the Sanctuary/Preserve Manager to Council members, for review and screening. Any Council member that has a conflict of interest (financial, personal, self nomination, etc.) shall recuse him/herself from making a selection for the vacant seat. Selection from among those recommended by the Council, or from among other applicants or nominees, shall be made by the Sanctuary/Preserve Manager with the approval of the Director. NOAA and the State will mutually agree upon the individuals who will serve on the Council. In all cases, submission of written statements of particular interest, qualifications, and experience shall be requested. Guidelines for applying shall be supplied at the appropriate time.

## **ADMINISTRATION**

1. Members of the Council shall serve without pay except that each member may receive travel expenses including per diem in lieu of subsistence, in accordance with sections 5702 and 5703 of Title 5, U.S.C., for travel to and from official Council meetings. No members of working groups (defined below) may receive travel expenses for working group activities or meetings. Travel expenses for governmental members of the Council may be provided by their own agencies.

2. The NMSS may make available such staff, information, administrative services, or assistance as the Sanctuary/Preserve Manager determines are reasonably required to enable the Council and its subcommittees/working groups to carry out their functions.

## **OPERATION**

### **1. Meetings**

- (a) Meetings are held at the call of the Chair and the Sanctuary/Preserve Manager.
- (b) Decisions (e.g., recommendations) made by the Council shall be made by majority vote of those present, provided there is a quorum (more than half of the voting members). A recorded vote may be requested by the Chair or the Sanctuary/Preserve Manager.
- (c) Each meeting shall be open to the public.
- (d) Interested persons shall be permitted to present oral or written statements on items on the agenda, or other pertinent topics.
- (e) Emergency meetings may be held at the call of the Chair or presiding officer and the Sanctuary/Preserve Manager.
- (f) Timely notice of each Council meeting, including the time, place, and agenda of each meeting, shall be provided to the local media and additional notice may be given by such other means as will result in appropriate publicity to interested groups. This requirement shall not apply to workshops scheduled by the Council to address strategic planning, administration, or specialized technical issues. The Council may not vote at any meeting for which the above public notice has not been issued. The Council may not vote on any agenda item for which notice was not provided.
- (g) The Council shall meet as frequently as necessary, not to exceed once per month for voting meetings, but at least once every six months. The Council meeting place may be rotated among various locations adjacent to the Sanctuary and meeting sites shall be chosen to accommodate anticipated public attendance and be reasonably accessible to those interested in attending.
- (h) Minutes of each meeting shall be kept and shall contain a summary of attendees and matters discussed; such minutes shall be available to the public.

### **2. Procedures for Providing Advice:** The following procedures shall be used to provide advice:

- (a) The Council may provide advice on a relevant issue or topic to the Sanctuary/Preserve Manager. Requests for information, assistance, or advice from the NMSS, other NOAA offices, the State of Michigan or other agencies shall be made in writing and be coordinated through the Sanctuary/Preserve Manager.
- (b) Any matter that a Council member wishes to raise to the attention of the Sanctuary/Preserve Manager shall be brought to the attention of either the Sanctuary/Preserve Manager or the Council Chair so that it might be placed on the agenda as a discussion topic. The Sanctuary/Preserve Manager and the Council Chair shall discuss topics for the agenda and agree that a topic is an appropriate Sanctuary/Preserve issue before it may be placed on the agenda.
- (c) The Council shall provide advice directly to the Sanctuary/Preserve Manager and JMC via a written recommendation or a motion passed by the Council and reflected in the minutes. Draft recommendations and verbal discussions shall not be considered official advice from the Council, but may be considered as background information.
- (d) Any written or oral advice or correspondence that the Council wishes to offer or express beyond the Sanctuary/Preserve Manager and JMC shall be voted on and approved by the Council. Because the Council was established specifically to provide advice to the Secretary, and operates

through the Sanctuary/Preserve Manager, the Sanctuary/Preserve Manager must also approve advice or correspondence that goes outside the Sanctuary/Preserve.

(e) The Council shall base its advice on a vote of the Council with negative votes and abstentions noted, or on a general consensus reached during discussions, with minority opinions noted. A quorum shall be present when the vote is taken or general consensus reached.

(f) Any information or advice resulting from discussions in subcommittees or working groups that is requested by the Council shall be presented to and considered by the full Council and incorporated into the Council's recommendation to the Sanctuary/Preserve Manager and JMC. If the Council does not incorporate information or advice of a subcommittee or working group, it shall inform the Sanctuary/Preserve Manager and explain in its advice or information the reasons for not incorporating the subcommittee's or working group's advice or information.

### **3. Conduct of Individual Members**

(a) Council members may not use or allow the use of, for other than official Council purposes, information obtained through or in connection with their Council affiliation that has not been made available to the general public.

(b) When speaking to the public, the media or writing about any matter regarding the Sanctuary/Preserve in a document for distribution beyond Council membership, the Sanctuary/Preserve Manager and JMC, or Sanctuary staff, a member shall clearly distinguish those recommendations, opinions, or positions officially adopted by the Council as a body from those he or she may have as an individual. In no case shall a member represent individual opinions as those of the Council, the Sanctuary/Preserve Manager, the JMC, the State of Michigan, Sanctuary staff, or NOAA.

(c) Any Council member that has an interest (financial, personal or business interest) in any matter before the Council or a subcommittee or working group shall disclose such interest prior to discussion and voting on such matter. No member shall cast a vote on any matter that would provide a direct financial benefit to that member or otherwise give the appearance of a conflict of interest under Federal law. An affected member who may not vote on a matter may participate in Council deliberations relating to the decision after notifying the Council of the voting recusal and identifying the interest that would be affected.

(d) All Council members are expected to conduct themselves in a civil fashion, showing courtesy and respect to other members of the Council, Sanctuary/Preserve staff, and any other individuals present at the meeting.

### **4. Conduct of the Council as a Body**

Any correspondence or other written documents that are intended to speak for the Council as a body shall be coordinated with, and approved by, the Chair and the Sanctuary/Preserve Manager. The following disclaimer shall be placed in all documents originating from the Council: **"The Council is an advisory body to the Sanctuary/Preserve Manager and Joint Management Committee. The opinions and findings of this publication do not necessarily reflect the position of the Thunder Bay National Marine Sanctuary and Underwater Preserve, the National Oceanic and Atmospheric Administration, or the State of Michigan."**

### **5. Council Letterhead**

The Council shall, with the assistance and approval of the Sanctuary/Preserve Manager, design and use its own letterhead. All correspondence from the Chair or other members of the Council, or the Council as a body, shall be on this letterhead. The Council shall not use official NOAA letterhead for any correspondence or other purpose.

## **6. Subcommittees and Working Groups**

(a) Subcommittees: The Chair, in consultation with the Council as a whole and with the concurrence of the Sanctuary/Preserve Manager, may establish such subcommittees and appoint subcommittee chairs as necessary to fulfill its duties. Subcommittees shall be composed solely of members of the Council and shall be recognized as official sub-units of the Council. Subcommittees are subject to all requirements of this Charter. No members of subcommittees may receive travel expenses for subcommittee meetings or other activities.

(b) Working Groups: The Chair, in consultation with the Council as a whole and with the concurrence of the Sanctuary/Preserve Manager, may establish working groups and appoint working group chairs for specific purposes or topics that need focused attention that cannot be accomplished by a subcommittee. Working groups may be composed of members of the Council and persons outside the Council. Working groups shall be chaired by a member of the Council and shall function under the purview of the Council. Working groups established by the Council to address specific issues shall disband once the final advice on the particular matter is submitted to the Council. No members of working groups, including members who are also members of the Council, may receive travel expenses for working group meetings or other activities.

## **OTHER TERMS OF THIS CHARTER**

1. The Council shall operate pursuant to the terms of this Charter.
2. This Charter shall remain in effect for a period of three years from the date of signature.
3. Six months prior to the expiration of this Charter, the need for the Council will be evaluated by the NMSS, with input from Council members, to determine whether to renew the Charter.
4. Revisions to the Charter may be made as determined necessary by the NMSS with input from the Council.

\_\_\_\_\_  
Daniel J. Basta  
Director, Office of National Marine Sanctuaries

\_\_\_\_\_  
Date

I acknowledge and agree with the establishment of the Thunder Bay National Marine Sanctuary and Underwater Preserve Advisory Council under the auspices of this Charter.

\_\_\_\_\_  
Dennis Schornack,  
State of Michigan

\_\_\_\_\_  
Date

# 5

## Sanctuary Advisory Council

### - APPLICATION -

**NOTE:** Before applying for Advisory Council membership, please review the Advisory Council Charter provided in your application kit. The Charter outlines the purposes and governs the operation of the Council. In applying for Council membership, you are agreeing to abide by the terms of the Charter if you are selected as a member or alternate.

#### Seat Applying for:

\_\_\_\_\_ Tourism

\_\_\_\_\_ Diving

\_\_\_\_\_ Education (elementary, junior high, high school)



\_\_\_\_\_ Maritime history and interpretation

\_\_\_\_\_ Citizen-At-Large

**Name (including middle initial):**

\_\_\_\_\_

**Home Address:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Home Phone:**

\_\_\_\_\_

**Work Address:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Work Phone:**

\_\_\_\_\_

**Fax:**

\_\_\_\_\_

**E-mail:**

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**Please address the following in an attached statement:**

1. Community and professional affiliations.
2. Length of residence in area affected by the Sanctuary.
3. Particular expertise and experience relevant to the goals and uses of the Sanctuary & Preserve, particularly in relation to the seat for which you are applying.
4. Other qualifications or information relevant to membership on the Council.

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The information obtained through this application process will be used to determine the qualifications of the applicant for membership on the Sanctuary Advisory Council. This information will be provided only to the Office of National Marine Sanctuaries and the State of Michigan; the privacy of all applicants will be protected and only the names and business contact information of successful applicants will be provided to the public. Applying for membership on the Council is voluntary.

Public reporting burden for this collection of information is estimated to average one hour per response, including the time for reviewing instructions, searching existing data sources, gathering the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to National Marine Sanctuary System/NOAA, 1305 East-West Highway, N/ORM6, Silver Spring, Maryland 29010.

Notwithstanding any other provision of law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with, a collection of information subject to the requirements of the Paperwork Reduction Act, unless that collection of information displays a currently valid OMB Control Number.

OMB Control #0648-0397